



**LAC COURTE OREILLES
COMMUNITY HEALTH CENTER**
13380 W Trepania Road • Hayward, Wisconsin 54843-2186

Telephone: 715-638-5100
Administration Fax: 715-634-6107
Medical Records Fax: 715-634-2740

Position: Community Health Registered Nurse / Infection Control Coordinator

Location: Lac Courte Oreilles Community Health Center

Hours: Monday – Friday 8:00am-4:30pm Full time status

Salary Range: \$20.00-\$27.00 per hour depending on experience and qualifications

Posting Date: February 24, 2016

Closing Date: Open Until Filled

Description of Position:

The Health Center's Community Health Nurse plans, implements, and evaluates a comprehensive Community Health Nursing program for the Lac Courte Oreilles Tribe while incorporating the Patient Centered Medical Home model approach to patient care. Work activities include communicable disease control, chronic disease management, maternal and child health, school screening programs, in-home-care, outreach, and case management.

Qualifications:

- Valid WI Registered Nurse License
- Bachelor's Degree of Science in Nursing preferred
- Graduate of an accredited nursing school required
- One (1) year experience in ambulatory care setting required
- Two (2) years experience in Community Health Nursing preferred
- Knowledge of health programs including disease management, pharmacology, counseling techniques, quality assurance and research methods.
- Experience with Policies and Procedures relating to Infection Control
- Mantoux TB test current
- Completed Hepatitis B series
- Possess strong oral and written presentation skills
- Must be able to pass a background check

- Valid WI Driver's License
- Vehicle insurance
- Reliable vehicle
- Must be able to pass pre-employment and random drug testing
- Ability to maintain confidentiality and observe all requirements of the Federal Privacy Act and HIPAA regulations

Major Duties and Responsibilities:

1. Provide nursing leadership in the planning, development, implementation, and evaluation of Community Health programs and quality assurance.
2. Complete home visits to assess individual and family health needs, providing nursing intervention and/or referral to appropriate health care providers as necessary.
3. Educate and assist individuals, families, and the community in techniques of positive health measures. Emphasis is placed on health education and prevention of illness
4. Work with other community organizations in planning health related activities.
5. Provide nursing care to chronically ill patient problems, such as those with hypertension/diabetes in the office or home environments.
6. Counsel on preventive care, guidance, nutrition, common illnesses, child growth and development patterns, mental health and general health maintenance.
7. Collaborate with other LCO-CHC departments to incorporate and follow the Patient Medical Home Model in efforts to carry out the clinics protocols and policies towards patient centered care.
8. Responsible for administration and reporting requirements of the LCO Community Health Programs, including epidemiology surveys and field investigations.
9. Promote Blood Drive services.
10. Manage durable medical equipment and nutritional supplements.
11. Coordinate all Infection Control measures to ensure all staff are following policies, procedures, and guidelines.
12. Conduct Respiratory FIT testing for all required staff.
13. Ensure adequate PPE for emergencies.
14. Participate and makes sure all Infection Control Policies are current annually and as needed.
15. Monitor/test Autoclave machines in the building monthly and make sure operating correctly.
16. Train staff on all infection control measures annually and as requested (autoclave operation, Bloodborne Pathogens training).
17. Ensure all staff of the LCO-CHC are up-to-date on immunizations/TB.
18. Responsible for reporting Adverse Incidents.
19. All other duties assigned by the Community Health Nurse Director.

Supervision and Guidance:

The Community Health Nurse/ Infection Control Coordinator will work under the direct supervision of the Community Health Nurse Director with oversight by the Health Director.

***Applicants for employment with the Health Center must submit with the completed application form additional documents including the following:**

Letter of Interest

Resume

Credentials

Proof of any stated Qualifications

Three (3) current letters of recommendation

Academic transcripts

Application Information:

Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center
Human Resources
13380W Trepania Road
Hayward, Wisconsin 54843
(715) 638-5132
(715) 634-6107 FAX
sklecan@lcohc.com

The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American Preference will be given to candidates of equal or comparable qualifications.

02/17/16